

Civilian or Police Officer Discussion for Beach Patrol

In the past, the Code Enforcement Officers patrolled the strand from 7:30 am to 5:30 pm, seven days per week beginning a few days before Memorial Day and ending the week after Labor Day or 107 days of the season. Thirteen (13) officers worked an average of 8 hours per week which increased administrative time and cost associated with processing payroll, supplies, such as printer ink, paper, etc. and pre-printed deposit notification forms. There were two (2) officers per day patrolling the strand. A supervisor was employed to schedule, train and supervise the officers, manage the ATV's, patrol the strand and correspond with Town Hall for payroll.

The following is a cost analysis of the present operation:

Supervisor -	460.25 hours	@ \$13.50 per hour =	\$ 6,213.38
13 employees -	<u>1313.50</u> hours	@ \$10.00 per hour =	<u>\$13,135.00</u>
Total	1773.75 hours	Total Gross Payroll	\$19,348.38
For 7am – 7pm strand coverage (2 add'l hours per day X 107 days X \$10 per hr.)			<u>\$ 2,140.00</u>
Total Gross Payroll for Current Operation including Council desired Coverage			\$21,488.38
FICA Liability (7.65%)			<u>\$1,643.86</u>
Total Gross Payroll + Additional Coverage Desired + Tax Liability			\$23,132.24

Proposed Recommendation

Council has expressed a desire for coverage from 7:00 am – 7:00 pm, seven days per week beginning a few days before Memorial Day and ending the week after Labor Day or 107 days for the season. Officers will work 8 hour shifts per day just as the Code Enforcement Officers did, but, officers will be required to work multiple 8 hour shifts per week thereby reducing administrative time and cost associated with processing payroll. The Police Department will staff the beach patrol from a pool of 10 – 12 officers but only five (5) will work in a given week. There will be two (2) officers per day patrolling the strand increasing to three (3) officers per day from June 27th – July 10th. The officers will be supervised by the existing Chief and Deputy Chief of Police who will also handle the payroll correspondence and the ATV's will be managed by the Public Works Director.

The following is a cost analysis of the proposed operation:

2 Officers for 94 Days (5/27-9/11) X 8 hours per day X 2 officers	= 1,504 hours
3 Officers for 14 Days (6/27-7/10) X 8 hours per day X 3 officers	= <u>336</u> hours
Total Hours of season (7 am – 7 pm)	1,840 hours
Per Hour Rate	<u>\$14</u>
Total Gross Payroll for proposed operation	\$25,760.00
FICA Liability (7.65%)	<u>\$ 1,970.64</u>
Total Gross + Tax Liability	\$27,730.64
Net Difference	\$ 4,598.40

The existing workers compensation rate for code enforcement is already that of a police officer, but, the premium will be slightly reduced since the staff will be reduced. Also, administration time to process payroll will be reduced since it is estimated that the number of timesheets processed will be reduced from 14 to approximately five (5). Uniforms are provided for the code enforcement officers, therefore no additional cost will be incurred for the police officer uniforms and again, the cost will be reduced since fewer officers will be needed. The Code Enforcement Department is issued three (3) Town cell phones for contact with 911 or department heads. These cell phones are on contract and cost the Town annually approximately \$450 total. The proposed use of police officers will require the one time purchase of two (2) radios totaling \$1,000.